



State of Arizona
Department of Education

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TO: Superintendents/Administrators
Federal Programs Coordinators
Business Managers

FROM: Academic Support Division
Ralph Romero, Director of Operations
Kathryn Stevens, Director of Programs

RE: *No Child Left Behind Act of 2001*(NCLB)

This is the second comprehensive communication of key information regarding the implementation of the *No Child Left Behind Act of 2001* (NCLB). As the end of the first semester of the school year approaches, we want to update you on several topics: the 2002 Mega-Conference, NCLB Plans and funding, Title III allocations, reporting requirements, guidance documents from the US Department of Education (ED), and the status of paraprofessional testing.

2002 Mega-Conference

The 2002 Mega-Conference at the Wild Horse Pass Resort and Spa was a great success. Attendance continues to improve each year. For those who were unable to attend, we have asked conference presenters to send us any information or links that can be posted on the ADE web site. You will find a Mega-Conference link on the Academic Support home page at www.ade.az.gov/asd. Additionally, updates for all of the NCLB program pages are being prepared, so check out the reorganized pages after the new year.

NCLB Interim and Final LEA Consolidated Plans and Applications

The review process for interim plans and applications has been more extensive this year, in order to meet the strengthened accountability requirements of NCLB. **LEAs must have approved plans in order to receive funding.** The education program specialists in the Academic Support Division continue to review plans and applications as received. If you have received any communication regarding your Interim Plan, please respond as soon as possible in order for your plan to be approved and your consolidated program funds to be sent to you as requested.

The Interim LEA Consolidated Plan was based on the requirements that ED made of the ADE when it submitted its Consolidated Plan last June. The Final LEA Consolidated Plan will be designed to complement the state's NCLB plan. Details of the final plan requirements for states have not been released, although the ED has released some program guidance (see below). Determination of the status of AZ LEARNS and alignment of components with NCLB requirements must be submitted by the ADE

in January. We are aware the LEAs are anxious to work on their final plans in order to be prepared to submit them by June 30, 2003. Here are the components your committee can work on:

- academic and non-academic needs assessments,
- data collection and analysis,
- use of scientifically based research,
- setting of targets for performance indicators of NCLB goals, and
- continue needs assessment of and planning for professional development

The five NCLB Goals with associated indicators will form the basis for your plan. If your needs assessment indicates other needs that must be addressed in order to meet the NCLB goals, then you may include additional goals as well. Determining professional development needs is two-fold – ensure all staff meets the definition of highly qualified and then ensure they have the training to deliver the curriculum to the specific students at your schools. The final plan will be how you intend to meet those goals, given your resources.

Title III and Consortia

LEAs that were allocated more than \$10,000 for Title III should apply for Title III funds using a new NCLB Consolidated Application in the Grants System and complete only the Title III budget column and budget descriptions. (You cannot use the amendment process since there is no Title III project to amend.) Review Section 3115 of NCLB for the required and authorized activities under Title III. Administrative expenses for this program are limited to 2% of your allocation.

The County Superintendents Offices are working with the Title III office to develop the framework for consortia that will allow LEAs receiving under \$10,000 in Title III funds to access services for students and staff of English language learner programs. Contact your county superintendent if you are eligible and have not received any information on Title III consortia.

Program Reporting

The deadline for the *LEA Consolidated Report* for the 2001-2002 school year, covering the final IASA year has been extended. All LEAs that received IASA funding in the 2000-2001 and/or 2001-2002 school years should have submitted a Consolidated Report for **each** year. Of particular importance is the demographic and school selection data, which is used to determine subsequent year funding. **It is our policy to interrupt NCLB funding or withhold notification of grant allocations to LEAs that do not provide sufficient information in the previous years' Consolidated Reports.** Notification to those LEAs that have not complied with these requirements is attached to this letter.

Title II-A Needs Assessment Results Form and *Title V-A Participation and Planned Allocation Reports* are now **overdue**. Please submit your data if you have not already done so by selecting NCLB on the Common Logon and then selecting the appropriate report from the drop down menu.

The NCLB section of the Common Logon also provides access to the *FY2001 and FY2002 Emergency Immigrant Biennial Report*, **due December 13th** from those LEAs that received EIEP funds under Title VII of IASA.

Group B reporting of ELL counts will be done using SAIS data this year. The formula produces an average of data from three reporting dates of October 1, December 15 and February 1. Student data should be entered into the SAIS and reported to ADE so that accurate results are available. By definition

of the Group B categories in A.R.S. § 15-901, ELLs must be enrolled in an ELL program to be counted. Student ELL counts are used to determine federal and state funding for ELL programs in addition to computing the Group B weight applied to that portion of your state maintenance and operations funds.

A much simpler report will replace the ALCAP report this year, since most of the reporting requirements as outlined in A.R.S. § 15-756 can be fulfilled by using SAIS data. Details will be sent to LEAs with ELL populations as soon as the report becomes available. LEAs will use the Common Logon to access the report, similar to the NCLB reports already on-line.

ED Regulations and Guidance

The U.S. Department of Education continues to issue program regulations and guidance through the web site at www.ed.gov/offices/OESE/asst.html. This page, entitled *Legislation, Regulations and Guidance*, is described as “one-stop-shopping for links to legislation, Federal Register Notices, Policy Guidance, and Grant Applications for the *No Child Left Behind Act of 2001*.” We highly recommend that you bookmark this page on your computer and refer to it frequently. We would like to call your attention to the following items released most recently:

Regulations

[Title I--Improving the Academic Achievement of the Disadvantaged, Final regulations, 34 CFR Part 200 \[OESE\] \(Dec 2, 2002\)](#)

www.ed.gov/legislation/FedRegister/finrule/2002-4/120202a.html

The Secretary amends the regulations governing the programs administered under Title I, parts A, C, and D of the Elementary and Secondary Education Act of 1965 (ESEA), as amended (hereinafter referred to as the Title I programs.) These regulations are needed to implement recent changes to Title I of the ESEA made by the No Child Left Behind Act of 2001 (NCLB Act).

Draft Policy Guidance

[Title I Paraprofessionals *Draft* Non-Regulatory Guidance \(MS WORD or PDF\) \(Nov 7, 2002\)](#)

www.ed.gov/offices/OESE/SASA/paraguidance.doc

The Title I Paraprofessionals Draft Non-Regulatory Guidance includes general information, requirements for paraprofessionals, paraprofessional assessment, related issues and funding issues. This guidance is presented in a question and answer format.

[Draft Non-Regulatory Guidance on Public School Choice \(MSWORD or PDF\) \(Dec 4, 2002\)](#)

www.ed.gov/offices/OESE/SASA/schoolchoiceguid.doc

This guidance highlights some important aspects of the public school choice component of Title I, and provides guidance on some provisions that may be useful in administering and implementing these requirements. States may rely on this guidance in administering these requirements.

[Draft Transferability Authority Guidance \(Oct 4, 2002\)](#)

www.ed.gov/flexibility/transferabilityguidance.doc

Transferability is a new flexibility authority that permits State educational agencies (SEAs) and local educational agencies (LEAs) to transfer a portion of the funding that they receive under certain Federal programs to their allocations under other programs so that they can address more effectively their unique needs.

Listed below with the issue date are other guidance and draft guidance documents that may be of interest. The links to them are available at the *Legislation, Regulations and Guidance* page address listed above.

- ❖ *Draft* Title II Non-Regulatory Guidance: Improving Teacher Quality State Grants (Jun 10, 2002)
- ❖ Unsafe School Choice Option *Draft* Non-Regulatory Guidance (Jul 23, 2002)
- ❖ Title I, Section 1116(e): Supplemental Services *Draft* Guidance (Aug 6, 2002)
- ❖ Guidance for Title V Part A of the ESEA as reauthorized by the No Child Left Behind Act (Aug 28, 2002)

Paraprofessional Testing

In September approximately 225 paraprofessionals participated in the pilot administration of *ParaPro*, a test developed by the Educational Testing Service (ETS) to allow Title I paraprofessionals to meet the qualifications imposed by NCLB. ETS is preparing to offer the test in both on-line and paper formats beginning in January. Registration details are available from the ETS web site at www.ets.org/parapro. The registration bulletin may be obtained by calling the Teaching and Learning Division of ETS at 609-771-7395 or by sending an e-mail to parapro@ets.org. Paper test dates currently posted on the website are January 11, March 8, April 26, and June 28, 2003. Directions for initializing the process for purchasing and administering the on-line test is expected to be available from ETS after January 15, 2003. Instructions for preparing the computers that will be used for the on-line assessment delivery and information for selecting and preparing a good testing environment will be contained in *Technical Tips*, a publication to be made available from the ETS website the week of January 6, 2003. **Note: The ADE is only notifying LEAs of the availability of this assessment. The ADE will not be participating in the registration for nor the administration of the test. All inquiries should be addressed to ETS.**

The implementation of *No Child Left Behind Act of 2001* has provided both opportunities and challenges for LEAs and the ADE to create a climate of achievement by increasing accountability at all levels, offering more choices for parents, emphasizing reading, and permitting greater flexibility in the use of federal funds by LEAs and the state. Even though we will be welcoming a new State Superintendent of Public Instruction to the ADE next month, we anticipate that the commitment to creating that climate of achievement for all of Arizona's students will continue. Best wishes for a restful winter break. We look forward to working with you on those challenges in the new year.